

**Draft Final Recommendations**  
**Competency Area 1**  
**Infant and Toddler Development**

**Area Overview:** EI Specialists will demonstrate knowledge and skills to support each child's development in the following domains: social emotional/interaction; cognition; gross motor; perceptual/fine motor; communication; and self care. This should include knowledge of common developmental disabilities and risk factors, as well as their effect on early development and child/caregiver interactions.

- 1.1 EI Specialists will demonstrate knowledge of typical and atypical infant and early childhood development, including major theories, domains and their interconnection, sequences, ranges, and variability.
- 1.2 EI Specialists will demonstrate knowledge of current research findings on brain development, and identify factors that influence early brain development and learning.
- 1.3 EI Specialists will demonstrate knowledge of common factors impacting and influencing child development, including environment, culture, family, and caregiver relationships.
- 1.4 EI Specialists will demonstrate knowledge of origins and characteristics of developmental disabilities and disorders as well as their impact on early development and child/caregiver interactions.
- 1.5 EI Specialists will demonstrate knowledge of the impact of biological risk factors including but not limited to, prematurity and other medical conditions on child development and child/caregiver interactions.
- 1.6 EI Specialists will demonstrate knowledge of how trauma and other sources of family and environmental stress influence early development and child/caregiver interactions
- 1.7 EI Specialists will identify how children learn through play within and across developmental domains and in the context of individual learning styles and temperament.
- 1.8 EI Specialists will identify how children learn through relationships, and demonstrate knowledge of a relationship-based approach to interventions and outcomes.

**Draft Final Recommendations**  
**Competency Area 2**  
**Eligibility Evaluation and Ongoing Assessment**

**Area Overview:** EI specialists will demonstrate knowledge and skills in a range of eligibility evaluation and ongoing assessment strategies and appropriate instruments to determine strengths, needs and services supported by the IFSP.

2.1: EI Specialists will facilitate pre-evaluation planning with the family.

2.2: EI Specialists will collect, interpret, synthesize, and report relevant information related to eligibility evaluation and ongoing assessment.

2.3: EI Specialists will demonstrate knowledge and skill in relation to a range of evaluation and assessment procedures in determining eligibility, such as standardized evaluation, criterion-referenced assessment, ecological assessments, family assessment tools, and child/caregiver interactions.

2.4: EI Specialists will demonstrate the ability to interpret and discuss the results of evaluations and assessments by communicating effectively with families, both orally and in writing.

2.5: EI Specialists will individualize and adapt assessment procedures, meeting and respecting the needs of the child, the culture of the family and the variety of contexts of the child's daily life, and demonstrating cultural responsiveness in the evaluation and assessment process.

2.6: EI Specialists will collaborate with families and other team members to identify current levels of functioning, strengths and needs of the infant/toddler throughout the IFSP process.

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**Competency Area 3**  
**Family Centered Services and Supports**

**Area Overview:** EI specialists will demonstrate knowledge and skills necessary to implement family-centered services and to establish and maintain trusting relationships, so that decisions made with each family are based on a family's own unique values, culture, priorities and routines, in order to engage families in the IFSP process and individualize supports and services.

3.1: EI Specialists will demonstrate understanding of strengths and resources the family contributes to the well being of their child and family.

3.2: EI Specialists will demonstrate an understanding of , and ability to apply, family-centered practices.

3.3: EI Specialists will demonstrate understanding and respect for the culture of each family.

3.4: EI Specialists will share complete and unbiased information with families that enables them to make informed decisions regarding services, supports and techniques.

3.5: EI Specialists will support families to access opportunities for family support, family networking, and involvement within and beyond the Early Intervention system.

3.6: EI Specialists will demonstrate an understanding of family dynamics, and the impact on a family of having a child with a developmental delay or disability.

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**Competency Area 4**  
**Individualized Family Service Plan (IFSP)**

**Area Overview:** EI specialists will collaborate with families throughout the IFSP process, reflecting appropriate knowledge of federal and state components and requirements, procedural safeguards and family rights throughout the family's participation in EI services.

4.1: EI Specialists will demonstrate knowledge of federal and state components and requirements throughout the IFSP process, including procedural safeguards.

4.2: EI Specialists will effectively explain the IFSP purpose and facilitate the process in order to promote family understanding and participation in the collaborative process.

4.3: EI specialists will gather information from the family and key collaborators in order to reflect the child and family's unique strengths, needs, and priorities in developing the IFSP.

4.4: EI Specialists will demonstrate the ability to generate functional/measurable outcomes and strategies, and to determine services that are embedded in the family's natural routines.

4.5: EI specialists will adhere to appropriate IFSP timelines, and requirements for notification and informed consent in the ongoing reviews and transition planning.

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**Competency Area 5**  
**Service Coordination**

**Area Overview:** EI specialists will demonstrate knowledge and skills in coordinating Early Intervention and community services for children and families, including supporting the family in developing self-advocacy skills and planning for transitions.

5.1: EI Specialists will monitor and coordinate the delivery of EI services by engaging in ongoing dialogue with the family to effectively revise, update and utilize the IFSP.

5.2: EI Specialists will use effective oral and written communication and problem-solving strategies to coordinate individualized EI services and community supports for each child and family.

5.3: EI Specialists will ensure that health information (including medical, nutrition and feeding) is current and reflected in the ongoing planning and coordinating of IFSP services.

5.4: EI Specialists will demonstrate knowledge of and ability to network with public and private providers in order to assist the family in accessing a variety of individualized services and resources, including but not limited to financial, specialty service, health, social and developmental.

5.5: EI Specialists will support families in acquiring the knowledge and tools needed to enhance their capacity for self-advocacy.

5.6: EI Specialists will facilitate the development of a comprehensive transition plan, including the Transition Planning Conference, to promote smooth transitions for all families exiting Early Intervention.

5.7: EI specialists will demonstrate knowledge of federal, state and local LEA requirements and timelines to ensure smooth transitions for children transitioning to Part B services.

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**Competency Area 6**  
**Intervention Strategies**

**Area Overview:** EI specialists will demonstrate knowledge and skills in intervention strategies for children and families, offering a variety of techniques including activities, interventions, materials, and assistive technology during visits, in the context of daily routines, to produce positive outcomes for children and families.

- 6.1 EI Specialists will use developmentally appropriate intervention strategies to address infant/toddler strengths and needs across the developmental domains.
- 6.2 EI Specialists will utilize strategies for intervention based on the strengths, resources, needs, learning styles and culture of each family.
- 6.3 EI Specialists will plan and facilitate home visits in a variety of settings designed to promote child and family outcomes.
- 6.4 EI Specialists will utilize and/or modify natural settings in order to promote infant/toddler learning opportunities in collaboration with families and other providers.
- 6.5 EI Specialists will embed into daily routines activity-based interventions that integrate strengths and needs of infants, toddlers and their caregivers .
- 6.6 EI Specialists will design and/or implement appropriate positioning, adaptive strategies, and/or assistive technology to facilitate an infant/toddler's independence and engagement with others.
- 6.7 EI Specialists will design and/or modify interventions that consider infant/toddler sensory processing to promote child and family outcomes
- 6.8 EI Specialists will engage and support caregivers in positive interactions with their infants/toddlers that promote healthy social-emotional development.

- 6.9 EI Specialists will engage and support caregivers to carry over intervention strategies that promote infant/toddler development.

**Draft Final Recommendations  
Competency Area 7  
Team Collaboration**

**Area Overview:** EI specialists will demonstrate knowledge and skills in working with families and other professionals using a collaborative model, so that they can provide information and methods from their own discipline to team members, and evaluate the IFSP in partnership with the family and other team members.

- 7.1: EI Specialists will demonstrate an understanding of roles, functions and dynamics of teams within Early Intervention.
- 7.2: EI Specialists will serve as a resource to the child and family's team regarding information and strategies specific to his/her discipline and experience.
- 7.3: EI Specialists will recognize and respond to the differences of opinions and recommendations within the child and family's team, and use problem-solving skills to develop the IFSP and to plan ongoing services and collaboration.
- 7.4: EI Specialists will be able to explain the functions of various disciplines to families and key collaborators.
- 7.5: EI Specialists will regularly communicate with team members and other key collaborators to evaluate the effectiveness of services for the child and family.

**Draft Final Recommendations  
Competency Area 8  
Policies, Procedures and Professionalism**

**Area Overview:**

EI specialists will:

- Demonstrate knowledge of relevant federal and state legislation, regulations, standards and policies, so that they can provide appropriate information to families and safeguard confidentiality;
- Demonstrate professional conduct and leadership skills with colleagues, children and families, and community partners, including participation in lifelong learning and awareness of infant/toddler research.

8.1: EI Specialists will demonstrate a basic knowledge of relevant federal and state legislation, regulations and policies that impact services and supports to children and families (including IDEA, FERPA, Massachusetts EI Operational Standards and state eligibility criteria).

8.2: EI Specialists will participate in opportunities for continued training and education for the purpose of ensuring personal and professional growth.

8.3: EI Specialists will demonstrate professional work habits including dependability, time management, independence, responsibility, and flexibility in response to diversity of families and change in the work environment.

8.4: EI Specialists will demonstrate the use of current infant/toddler research to approach and/or modify practice.

8.5: EI Specialists will serve as a resource to their community by sharing their knowledge of Early Intervention in a variety of settings.